AGENDA   
EGAN CITY – REGULAR MEETING

October 16, 2024

***Persons wishing to comment on items on the Agenda shall raise their hand, state their name, and request to speak; following presentation of the agenda item and AFTER the Chairman opens the item up for public comment.***

**Call Meeting to Order**

**Conflict of Interest Items on current agenda for anyone on the Council**

**Motion to approve agenda**

**Motion to Approve September 18, 2024 Regular and Special minutes**

***Public Comment:*** This is the opportunity for persons to address the Council on items NOT on the agenda. If the item requires Council action, it will be scheduled for an upcoming meeting. This session is limited to 30 minutes allowing **3 minutes per citizen**.

***Zoning:***  Norman Koehn- Vacate Alley Request

***Old Business:*** Monthly violations recap from Sherriff department- Starting October

Jones property update

Floodplain ordinance update (September deadline)

Maintenance position/Snow Plow Driver

Utility Billing Software

Senior Center Updates

IM- 28 Resolution 2024-02

***New Business:*** Second Reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE

Public Hearing for Mowing Assessments

Resolution 2024-01 – Mowing Assessment

***Committee Reports:***

Compliance/Code Enforcement (Olsen & Hansen) –

Maintenance/Streets (Chamblin & Hein) – Paving update

Parks (Chamblin & Ten Eyck) –

Personnel & Compliance (Olsen & Hansen) –

Utilities (Ten Eyck) – Jetting and Manhole

**Motion to Approve Personnel & Financial Reports**

**Motion to approve bills presented**

***Other:*** Review Correspondence

***Next Regular Meeting:*** November 20th, 2024 at 6:00 pm

***Adjourn***

**AGENDA** **SUBJECT TO CHANGE UP TO TWENTY FOUR (24) HOURS PRIOR TO MEETING TIME**

**Egan City Special Minutes  
September 18, 2024**

The Board of Trustees of the City of Egan, South Dakota met in special session on September 18, 2024,at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck, Finance Officer Kayla Charles. Also present: Norm & Donna Koehn, Barb Warborg, and Susan Ahlers.

Trustee Jerome Olson was absent.

5:30 pm meeting was called to order by Chairman Chamblin.

Motion by Ten Eyck, second by Hansen to approve the Agenda. All present voted “aye.”

***Public Comment:***None

***Old Business:*** Board of Trustees reviewed suggestions made by the State Auditor’s Department. Adjustments were made to the 2025 budget.

Motion by Chamblin, second by Ten Eyck to adjourn meeting at 5:49 pm. All present voted “aye.”

Next regular board meeting Wednesday, September 18, 2024at 6:00pm

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer

**Egan City Minutes  
September 18, 2024**

The Board of Trustees of the City of Egan, South Dakota met in regular session on September 18, 2024, at Egan City Hall, 110 W 3rd Street, Egan, SD.

Present: Board of Trustee’s - Nancy Hansen, Mike Hein, Cody Chamblin and Michelle Ten Eyck, Finance Officer Kayla Charles. Also present: Norm & Donna Koehn, Barb Warborg, and Susan Ahlers.

Trustee Jerome Olson was absent.

6:00 pm meeting was called to order by Chairman Chamblin.

Motion by Ten Eyck, second by Hein to approve the Agenda. All present voted “aye.”

Motion by Ten Eyck to approve the August 21stRegular Meeting Minutes and Special Meeting Minutes and the September 9th Special Meeting Minutes, second by Hein. All present voted “aye.”

***Public Comment:***Susan Ahlers, representing the Moody County Historical Society, spoke to the board about a monetary donation request letter sent to the city. Ahlers also asked for any Egan residents or the City of Eganwho may have Egan memorabilia to consider donating it to the Museum. Ahlers stated there is currently limited items from Egan and the Egan school. Hansen advised Ahlers the board was still researching if the board can make donations and if so in what limitations.   
Norm Koehn presented the board with a request to vacate an alley. The board will review the information and address at the next meeting.

***Zoning:*** Building permit for Travis Anderson was reviewed by the board. The permit met all requirements and had been issued by FO Charles.

***Old Business:*** Senior Center updated- new roof was completed. Jones property update- Ten Eyck was unable to contact anyone. Floodplain Ordinance Update- Hansen is still waiting on FEMA. A special meeting might be required if information is received before the next meeting. Maintenance Position- Charles advised the board ad will go live on social media this week. Utility Billing Software- Charles advised the board she has received all her quotes needed for the software and is now working on quotes for the public alert system, as that was part of the old billing software.

***New Business:*** Initiated Measure 28 Resolution- Charles presented the board with possible verbiage for a resolution stating the impact of IM-28 on the City of Egan. Charles advised the City of Egan is estimated to lose $12,833 dollarsin collected sales tax if IM-28 is passed in November and the South Dakota Municipal League is suggesting all cities adopt a resolution. Ten Eyck made a motion to table the issue until the next meeting to allow for more research, second by Hansen.All present voted “aye.”

Chairman Chamblin proclaimed October 6th-12th, 2024 as National 4-H Week. Motion by Hansen to approve the proclamation, second by Hein. All present voted “aye.”

First reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE. Motion by Chamblin to approve the first reading of ORDINANCE NO. 229 2025 APPROPRIATION ORDINANCE, second by Hein. All present voted “aye.”

SDML Conference October 8th-11th, 2024- Board members will get with Charles on days they are planning to attend.

***Committee Reports:***

Compliance/Code Enforcement: Hansen advised no new letters to be issued.

Maintenance/Streets: Chip sealing will be done Monday, September 23; Wednesday, September 25; and Friday, September 27 on First, Second and Third street. The work will be completed in numerical order with each street taking a day to complete. All cars must be removed from the streets. Chamblin will send contacts information to Charles of companies to contact for Gravel Road Bids. Nancy is working on getting cutting edges for snowplow blades.

Parks: Tree Dump is full, companies Charles contacted for chipping said the amount was too small.

Personnel: Posting for Maintenance Positions and Seasonal Snow Plow Operator

Utilities: Hein will take over this committee per Ten Eyck’s request. No update on when jetting will be complete. Jeff will get manholes marked for chip sealing project.

Motion by Ten Eyck, second by Chamblin to approve Financial Report. All present voted “aye”

Motion by Ten Eyck, second by Hansen to approve the following bills including the Senior Cener Roof once inspected andapproved by Chamblin: Big Sioux Community Water (Water/water loan) $3,114.00; Booster (publications) $180.00; Cardmember Services (Stamps/Subscription) $64.92;Eng Services (garbage July) $1,133.60; Lacey Rental (porta potties cleaning) $150.00; Moody County Enterprise (publishing) $145.38; Nelson & Ericsson Law Office (Attorney Fees) $3,150.00; One Office Solution (Toner) $121.98; Ottertail (Utilities Date 7/12) $743.12; Ottertail (Utilities) $756.41; River’s Edge Cooperative (2024 Propane Contract) 3,018.00; SD Department of Revenue (July/August Sales Tax) 119.40; USDA ( water loan) $569.00; Valley Fibercom (phone & internet) $183.00; Payroll (General + employer taxes) $5,391.93 and J&P Roofing Systems Inc. (Sr. Center Roof/Warranty) $34,871.00, Total of $52,968.62 All present voted “aye”.

Motion by Chamblin to go into Executive Session on legal matters at 6:35pm, Second by Hansen. All present voted “aye”

Executive Session ended at 7:06 pm

Motion by Chamblin, second by Hansen to adjourn at 7:07 pm. All present voted “aye”

Next Regular Meeting – Wednesday, October 16, 2024

Minutes submitted pending Board approval.

Cody Chamblin, Chairman

Attest:

Kayla Charles, Finance Officer









